



State of California—Health and Human Services Agency  
Department of Health Care Services



Edmond G. Brown Jr  
Governor

February 28, 2011

### Notice to Non-IT Service Contractors

The California Department of Health Care Services (DHCS) is soliciting applications from California Children's Services (CCS)-approved Regional High Risk Infant Follow-Up (HRIF) Programs, which are part of a CCS-approved Regional Neonatal Intensive Care Unit (NICU), to provide HRIF Coordinator services. You are invited to review and respond to the Request for Application (RFA) Number 11-001 entitled, "HRIF Program". In submitting your response, please comply with the instructions herein. The HRIF Coordinator qualifications, roles, and responsibilities are delineated in the Scope of Work (SOW) located at <http://www.dhcs.ca.gov/services/ccs/Pages/HRIF.aspx>. Please read both the RFA and SOW carefully.

Contracts will be awarded to applicants who meet all selection criteria and agree to provide the services sought via this RFA for the term of July 1, 2011 through June 30, 2014. A total of up to \$100,000 will be available annually for each contractor, subject to availability of funding, contractor performance and compliance with contract terms.

The RFA, exhibits, and required attachments may be viewed and downloaded at the following Internet site: <http://www.dhcs.ca.gov/services/ccs/Pages/HRIF.aspx>. If you do not have internet access, a hard copy can be obtained by contacting Rachel Luxemburg at (916) 327-1443 or [Rachel.Luxemburg@dhcs.ca.gov](mailto:Rachel.Luxemburg@dhcs.ca.gov).

By submitting an application, your organization/program agrees to the terms and conditions stated in this RFA.

#### I. Response Due Date

The DHCS Children's Medical Services (CMS) Branch must receive RFA Applications no later than **4:00 p.m.** on **March 28, 2011**. Refer to the RFA for detailed submission instructions.

## **II. Questions**

Potential Applicants with questions about this RFA or in need of clarifying information about the services sought are advised to contact CMS according to the instructions in the RFA, section E entitled, "Questions".

To comply with state procurement requirements, potential applicants that opt not to submit an application may be contacted by CMS to learn why a response was not submitted. CMS looks forward to receiving your application in response to this RFA.

Sincerely,

**Original Signed by Robert J. Dimand, M.D.**

Robert J. Dimand, M.D.  
Chief Medical Officer  
Children's Medical Services